



County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

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(213) 974-1101
<http://cao.co.la.ca.us>

DAVID E. JANSSEN
Chief Administrative Officer

June 28, 2006

To: Supervisor Michael D. Antonovich, Mayor
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe

From: David E. Janssen
Chief Administrative Officer

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

**REGISTRAR-RECORDER/COUNTY CLERK MANAGEMENT APPOINTMENT –
ASSISTANT REGISTRAR-RECORDER/COUNTY CLERK**

Consistent with the August 4, 1998 Board-approved policy on managerial salaries, we have reviewed and recommend Board approval of the attached Registrar-Recorder/County Clerk's request to appoint Mr. Timothy J. McNamara to the position of Assistant Registrar-Recorder/County Clerk (ARRCC) (Unclassified), with a salary of \$10,000 monthly, \$120,000 annually.

The requested annual salary of \$120,000 for Mr. McNamara is below the Range 14 control point of \$126,818. In addition, the proposed salary is consistent with the previous ARRCC salary for the individual holding this position, and is comparable to the salary of other ARRCCs within the Department.

Mr. McNamara will fill a vacant, budgeted position. He will be responsible for directing the Department's Election Services Bureau, which includes Pollworker Services, Proposition B Compliance, Campaign Finance Disclosure, Election Legislation, Multilingual Services, and the election supply and distribution activities that are coordinated from the Department's warehouse/service center complex.

Mr. McNamara has been in the election field for over 15 years and is currently the Assistant Registrar of Voters in the County of San Diego. He holds a Bachelor of Arts Degree in Linguistics and serves as the Chair of the California Association of Clerks and Elections Officials (CACEO) Help American Vote Act (HAVA) Voting Certification Systems Subcommittee. One of Mr. McNamara's key areas of expertise is his

Each Supervisor
June 28, 2006
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knowledge and experience installing new voting systems. The Department has indicated that this experience will be a critical factor in the further deployment of HAVA-compliant voting systems.

Based upon the information provided by the Department, we recommend that the Department's request be approved. In accordance with the policy on managerial salaries, please advise this office if you would like this request placed on an upcoming agenda for Board action. Unless otherwise instructed by July 7, 2006, we will authorize the Department to proceed with this appointment.

Please contact me, or your staff may contact David Dijkstra of my staff at (213) 974-1163 if you require additional information.

DEJ:DL:SK
DD:DW:kd

Attachment

c: Executive Officer, Board of Supervisors
Registrar-Recorder/County Clerk

McNamara



COUNTY OF LOS ANGELES

REGISTRAR-RECORDER/COUNTY CLERK

12400 IMPERIAL HWY. - P.O. BOX 1024, NORWALK, CALIFORNIA 90651-1024

CONNY B. McCormack
Registrar-Recorder/County Clerk

June 21, 2006

To: David E. Janssen
Chief Administrative Officer

From: Conny B. McCormack *CBC*
Registrar-Recorder/County Clerk

#029
(6-21-06)

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2006 JUN 21 PM 3:47
CHIEF ADMINISTRATIVE
OFFICE

ASSISTANT REGISTRAR-RECORDER/COUNTY CLERK SALARY APPROVAL

This is to request your consideration and authorization to approve an annual salary of \$120,000 for Timothy J. McNamara upon his appointment to the position of Assistant Registrar-Recorder/County Clerk, Unclassified. This requested action will become effective as of July 14, 2006 and salary approval will place him within the second quartile on the MAPP Range 14 salary structure.

Following a statewide search to fill this executive management position that has direct responsibility for the Election Services Bureau, including such important operational components as Pollworker Services, Proposition B Compliance, Campaign Finance Disclosure, Election Legislation, Multilingual Services and the entire election supply and distribution activities that are coordinated from the Department's warehouse/service center complex and are critical to polling place operations and the successful conduct of elections, I have selected Mr. McNamara as the individual who has the proven track record to join the Department with an election knowledge base that allows him to become immediately an effective leader. He is already known to many of our managers who are looking forward to him joining our team as they and other key election staff has worked with him over the years in various statewide election committees and national election associations and respects his leadership and collaborative approach in resolving issues of mutual concern.

Mr. McNamara has been in the election arena for 15 years in the County of San Diego and is currently the Assistant Registrar of Voters, which is the reporting level to the Department Head, in the State's third largest election jurisdiction. He holds a Bachelor of Arts Degree in Linguistics and serves as the Chair of the California Association of Clerks and Elections Officials (CACEO) Help America Vote Act (HAVA) Voting Certification System subcommittee. One of Mr. McNamara's key areas of expertise is his knowledge and experience installing new voting systems. This makes him the right

David E. Janssen

June 21, 2006

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fit for this position as we move forward in deploying the enhanced InkaVote plus HAVA-compliant voting system recently approved by the Board of Supervisors in April 2006. Mr. McNamara is a major loss to San Diego's Registrar of Voters Department and they have already offered to increase his salary if that would entice him to remain. We are pleased that Mr. McNamara, who grew up locally, has decided to join our Department and bring his election systems knowledge to Los Angeles County.

I appreciate your continued support during this critical time and am enclosing a copy of Mr. McNamara's resume.

Please contact me at (562) 462-2716 or your staff may contact Kathleen Connors at (562) 462-2652 should there be any questions.

kc

Enclosure